

June 6, 2014

## Weekly Report

# A Highlight of Departmental Activities

*The Weekly Report showcases the activities and accomplishments of the many Departments within Rutherford County Government. Click on the directory list, department headings, icons and text in blue to be linked to more information.*

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### Airport

The Airport sold 689.11 gallons of 100-LL fuel and 107.3 gallons of Jet A. Prepaid customer fuel sales totaled 1165 gallons. Cash sales totaled \$543.46.

Current fuel prices for Rutherford County Airport:

100LL - \$5.45/gallon

Jet-A - \$4.75/gallon

It has been a week of unique visitors to the airport.



Duke University flew in this week by way of these two, stunning aircraft.

### **Board of Elections**

The Board of Elections staff have just about finished testing the equipment down at the Evans Building. During the week, over 450 letters were mailed to Republican voters in Rutherfordton #2 precinct to inform them that their polling place has been temporarily moved to the County Office Building. Poll workers are still being recruited to work in July and absentee ballots by mail have started coming back in. Filing for the three School Board offices and two Soil and Water Conservation Supervisors begins next Monday at Noon.

### **Building Inspections**

The Building Inspections Department staff have issued 22 permits totaling \$4,947 in fees. Included in those permits are a couple of new houses, as well as, the County's first commercial solar farm to be located on Ellenboro-Henrietta Rd. The solar farm consists of 8,360 solar panels on a 12 acre tract. Inspectors have conducted 151 inspections despite the shortened holiday week.

### **Clerk to the Board**

County Commissioners had both a special meeting and a regular meeting on June 2. A public hearing on the Fiscal Year 2014-2015 budget was held during the regular meeting. Commissioner Owens and County Manager Carl Classen attended a Rural Roundtable in Marion on Tuesday evening.

The Clerk and Deputy Clerk participated in a webinar on Open Meetings on Tuesday.

The June 5 special meeting of the County Commissioners was canceled.

The Public Information Clerk (PIC) received and processed two records request this week, distributed two media releases, added another subpage to the Public Information/Media/News homepage and attended an Open Meetings webinar. She participated in a conference call with Measured Voice, a Granicus partner, to explore how their new software can aid the County in more efficiently and effectively communicating with the diverse audience that follows the County's efforts. The PIC finalized 31 sign proofs for the Solid Waste Department, met with EDC staff to develop an outreach tool for airport visitors (welcoming airport clientele project) and began data input into the new Boards and Commissions software from Granicus. This new software will simplify the application and information process for those interested in serving on a board.

### **Cooperative Extension**

The 4-H Youth Development staff are finishing 4-H Embryology in the second grade classrooms, and classrooms at five different schools are hatching their own chicken eggs to learn about the life cycle. Two fundraisers were completed this month. Four new TRY (Teen Reaching Youth) members are being trained to teach 4-H Health Rocks to younger youth. They are planning to teach it in afterschool programs in the fall. 4-H Leaders met with the 4-H agent to plan upcoming 4-H programs and fundraising opportunities.

The Agriculture Staff recognized the NC Cooperative Extension Centennial Observance at the Farmers Market (5/17) and worked on programming for the Farmers Market summer events, promotion materials, and signage. Staff attended the monthly meeting of the Farmers Market Committee and networked on the Farmers Market Nutrition Program with NCDA&CS Marketing Division. The staff also began EMGV Programming for 2014 Class and existing EMGV's. Promotion of the Rutherford County Community Garden was carried out and work continued with the Master Gardener Volunteers in the application/rules & regulations for the new community garden. 73 contacts were made.

Make It and  
Take It  
Workshops!



## Home Canning & Freezing Made Easy Workshop

**Tuesday, June 10, 2014**

**9:00 a.m. – 4:00 p.m. or 5:00 – 9:00 p.m.**

**Cooperative Extension, 193 Callahan Koon Road, Spindale**

Day session – Instruction plus hands-on canning. Lunch on your own 12:00 – 1:00.

Evening session – Instruction only

\$15.00 Registration fee includes Ball Blue Book and all supplies. Call 287-6010 to register.

Free canner testing also available.



## Dehydrating Made Easy Workshop

Enjoy  
summer's  
bounty all  
year long!

**Thursday, June 19, 2014**

**1:00 – 3:00 p.m.**

**Cooperative Extension, 193 Callahan Koon Road, Spindale**



Learn to dry fruits, vegetables, meats, and herbs.

Registration is required, please call 287-6010

Cost: \$5.00

Persons with disabilities and persons with limited English proficiency may request accommodations to participate by contacting Tracy Davis, Extension Agent, Family and Consumer Sciences at 828.287.6010 or [Tracy\\_Davis@ncsu.edu](mailto:Tracy_Davis@ncsu.edu) or fax – 828.288.4036, or in person at the County Extension Office at least 10 days prior to the event.

## County Manager

The County Manager continued a busy schedule into the first week of June and began it a Special Meeting and the monthly meeting of the Board of County Commissioners. He held update meetings with the department heads for Planning and Public Works, Solid Waste, Transit and Economic Development. The County Attorney and Airport Attorney also met repeatedly with the County Manager this week. Staff from ICC, Rutherford County Forest Service and Building Inspections scheduled meetings with the County Manager. He and Commissioner Owens traveled to Marion for a Rural Roundtable discussion. The Finance Officer and Assistant Finance Officer continued working with the County Manager for FY2014-15.

## Economic Development

The Economic Development Commission Executive Director prepared for and presented Economic Development opportunities to the county manager; prepared for and hosted a follow up visit from an industrial recruitment prospect; attended the Board of Commissioners' meeting; reviewed the interim Golden LEAF foundation submittal with staff prior to submission; distributed NCDOT letters to rally support along the Hwy 74 corridor; met with marketing agency to create marketing material for the Gateway West Commerce Park; meet with an ally at the EPA; met with staff to receive an update on the welcoming airport clientele project; met with AdvantageWest to discuss activity and prospects; and conducted the monthly staff meeting.

The Project Administrator provided additional details on an existing industry project to the director; scheduled and participated in three existing industry visits; worked with NC Department of Commerce Western Region to provide assistance for existing industry; attended a meeting hosted at the county office building regarding fiber at the airport; worked on compilation of Business and Industry Resource Guide; followed up on previous existing industry visits to provide requested or relevant support materials and met with the Downtown/Community Development Manager for the Town of Forest City.

The Economic Development Assistant hosted a meeting to strategize and assign tasks for the welcoming airport clientele project; reached out to partners and allies to gather material for the welcoming project; assembled, reviewed and submitted the interim report for the GoldenLEAF foundation; attended the closed minutes webinar at the county office building; completed the monthly building permits and safety report; assembled and tallied the timesheets for payroll and attended the monthly staff meeting.

## Finance

Finance Director and Assistant Director attended the Commissioners' meeting Monday night. The Finance Director and County Manager met with ICC President Walter Dalton and Stephen Matheny to review capital needs at the college and toured various buildings. Accounts payable has been processed. The Finance Office staff has begun to work on timesheets for next week's payroll.

## Fire Marshal/Emergency Management

The Fire Marshal/Emergency Management Director conducted investigative follow-ups on fire investigations, met with Duke Power representatives to review a plan for their coal ash ponds, attended the County Commissioners meeting, attended an instructor upgrade training at Gaston Community College and assisted Green Hill Fire Department with developing standard operating guidelines.



## Human Resources

The HR Director held meetings to discuss personnel issues, exit interviews, and retirements. Employees who have left the service of Rutherford County are Janice Ford (DSS). Interviews have been completed for the TDA, Paralegal and Food Service Assistant positions. Congratulations to Jessica Garrett on her promotion to Paralegal. Jessica has been the Tax Certification Specialist for the Revenue Department for 2 years. Congratulations to Susan Toney on her promotion to Food Service Assistant. Susan has been working as a Nutrition Site Manager for the Senior Center. Welcome Aboard Alex Drasser to the TDA Office. Alex will be working as a seasonal employee during the summer months. The Director attended the regular scheduled monthly Commissioners Meeting on Monday which included a Public Hearing, conducted Paralegal interviews along with Sherry Lavender, met with Craig Sappenfield from NCACC, and attended the JCPC meeting. The HR Specialist attended a webinar regarding Public Records Request. A representative from CFNC (College Foundation of NC) will present a college savings plan to employees on June 12. Current job openings posted are Nutrition Site Manager (part time). View county website to apply. A Wellness Fair is being planned for July 29<sup>th</sup> with a lot of helpful information being presented. More information will be sent out closer to date. Don't forget Owls night for County employees is June 20, 2014. Call Christina at 828-245-0000 for ticket information.



### Rutherford County Services Employee Night

FRIDAY JUNE 20, 2014

Gates Open at 6:30pm

Game starts at 7:30pm

The Forest City Owls are hosting a Rutherford County Services Employee Night for all county employees to come out with their families to enjoy a night out with the Owls. Each county employee can take advantage of our group rate of \$5 per person for our June 20<sup>th</sup> game. The \$5 ticket is for our premium reserved seat that is located under our awning and with large fans to keep cool. County employees can purchase their tickets online, email [Christina@forestcitybaseball.com](mailto:Christina@forestcitybaseball.com), or call Christina at 828-245-0000.

To purchase online go to: <https://cplbaseball.wufoo.com/forms/rutherford-county-employee-night/>

## Information Technology

The IT Department completed 25 Track-It requests. Staff had a meeting with PANGAEA, Eco Dev, and Airport officials to discuss running fiber or wireless to the hangers at the Airport. The group will reconvene on June 6th to discuss estimated costs. The budget workshop and agenda review meetings were recorded. Weekly meetings on the tax and phone software were held to deliver updates. The listing is now complete so IT will make a copy of the tax data to begin testing with live data on the new software package. Also, staff had a meeting to discuss audio problems in the courtrooms with three audio vendors and Clerk of Court officials.

The department will be upgrading the email server to the latest and greatest version which will work so much better with VoIP and RightFax. Apologetically, you will experience some interruptions. It has been five years since the last update and the necessity of it will cause some interruptions. IT appreciates your understanding and patience during this process. The biggest downtime anticipated will be rebooting, especially in the beginning, which is not a time consuming step, but it could be necessary multiple times. Most of the rebooting should take place after regular operating hours (after 5:00 pm) and the upgrade should be complete by mid-June.

Remember to send all your IT, Maintenance, and VoIP needs to [trackit@rutherfordcountync.gov](mailto:trackit@rutherfordcountync.gov) but please

## Library

**The Library Director** updated files, worked on the County Library's archives, attended a construction meeting on the EMS/Library in Henrietta and worked with Danny Searcy on reducing the square footage for the new Henrietta library, as was originally submitted by the architect Mark Patterson.

**Kenneth Odom, Library IT Specialist:** Kevin has spent the last few weeks writing new cataloging procedures for the CMC Library Consortium. This week he planned and delivered the first of two training sessions to the cataloging staff of three consortium libraries. The training covered both a review of the new procedures as well as instruction on the use of new features in the software to make items easier to find in the consortium's online catalog. The second training session for the remaining consortium libraries will be held next Thursday.

**Miss Jeannie:** The Children's Librarian took a break from all the Summer Reading Program preparations to attend a Cataloging Workshop. She also had separate meetings with representatives from the Cleveland County Library Society, PNC Bank and Taco Bell regarding incentives. Participants in the Reading Club (a faction of the Summer Reading Program) will strive to earn prizes based upon the number of books read. She also had a special Story Time and Library Tour for a group of students from Spindale Elementary School.

**Mountains Branch:** Staff have worked on cleaning out the old VHS movies that are no longer checking out. This is a big job, but will create much needed space next to the large print section in the Mountains Library.



## 2014 Rutherford County Libraries Summer Reading Program

**Free Programs for ages 2-12  
each Tuesday (except July 4 week)**

- 9:30 am Haynes Branch Library (141 N. Main St.,  
Henrietta 288-4039)  
12:30 pm Rutherford County Library (255 Callahan-  
Koon Rd, Spindale 287-6115)  
3:30 pm Mountains Branch Library (150 Bill's  
Creek Road, Lake Lure 287-6392)

- June 17 Vicky Town—Nationally-known Comedic Storyteller and “Parents’  
Choice” Award Winner ([www.vickytown.com](http://www.vickytown.com))  
\* also at 7:00 p.m.—Teens’ Comedy Improv Workshop at Rutherford  
County Library
- June 24 Steve Brogan—Ventriloquist ([www.stevebrogan.com](http://www.stevebrogan.com))
- July 1 No Program
- July 8 Noah’s Landing Traveling Zoo with numerous exotic animals  
([www.noahslanding2x2.com](http://www.noahslanding2x2.com))
- July 15 Zelnik the Magician ([www.zelnikthemagician.com](http://www.zelnikthemagician.com))  
\* also at 7:00 p.m.—“Tales From Beyond” Magic Show for Teens at  
Rutherford County Library
- July 22 Mad Science Stage Show ([www.madscience.org](http://www.madscience.org))
- July 29 Summer Reading Celebration Party with program by Miss Jeannie

### Summer Reading Club

*Reading is vital to the Summer Reading Program. Set your own goals. Get a Contract and Reading Record at the library and return by July 22. Read at or above your level and to preschoolers. Write titles completed on the Record. Certificates and prizes to be awarded at the final program July 29.*



## Public Works and Planning

The Public Works and Planning Department has had an extremely busy week. The garage has been busy with multiple preventative maintenance service calls, repairs, tire service calls and many inspections along with several very involved time-consuming repair/rebuilds. As the seasons change and temperatures rise staff have begun to experience a distinct increase in air conditioning calls, including problems with the chillers serving the detention center. The operations manager does a good job overseeing the many tasks and demands of maintenance and upkeep to the many County buildings and grounds. In addition to a heavy load of troubleshooting problems this week, Maintenance completed 36 work orders, repairs and grounds keeping of all County facilities, parks and grounds. The project manager continues being a tremendous asset to Planning and capital improvement projects. Over the past week he has met on site at Queens Gap with various DENR staff, contractors and engineers to resolve the recently issued NOV's. He has been very active in coordination with National Parks Services in obtaining funding to continue development of the Biggerstaff property along with retaining a contractor to shore up the house on that property. We anticipate briefing the Commissioners with an update very soon. In addition, he has been very active in managing the progress of the Community grants, transportation planning with IPDC, and assisting with research for the planning board and subdivision plats and reviewed. It is noteworthy that staff have reviewed and approved the first solar farm plans for the County in compliance with the County's commercial solar farm ordinance. The Director was also part of preparation and meetings for the Commissioners June business agenda in addition to sharing input and updates as the budget process is nearing completion. He also met with several surveyors to consult on land planning projects underway along with having issued an RFP for office space for the potential combined development services. He had multiple meetings with the manager in addition to meeting with County staff and the architect on the Henrietta EMS/Library project with several updates to be considered by the Commissioners very soon. Also, the Thermal Belt Rail Trail construction is underway and expected to be completed in mid June.

Grey Rock Update: Bids will open for Project 10 Paving on July 10th. Project 10 grading is approximately 95% complete. The contractor should finish in about one week. Staff are still working on the waste area for Project 11 and have the DENR approval for the revisions. A pre-construction meeting is scheduled for June 27th.

Queen's Gap Update: Project 1 is continuing to move forward. Both large culverts have been installed. Project is about 90% complete and should be completed by the end of June. Contractor is addressing NOV's. Project 3 was awarded at the May commissioner's meeting. Contracting is underway.

## Register of Deeds

The Register of Deeds Department made 38 copies resulting in cash receipts of \$42.00, processed 214 real estate records with \$62,219 received in cash, and processed 142 vitals, receiving \$2,120. A total of 394 transactions were made with a total of \$64,381 in cash received.

## Revenue

The Revenue Department answered 657 phone calls, and assisted 254 citizens who came in to the office. 54 deeds were recorded and 46 were transferred. 7 estates were transferred and 13 new accounts were set up. Mapping completed 2 splits, 1 merge, 2 acreage adjustments and created 8 new maps. 3 new E911 addressees were assigned. Ownership of 91 addressees was updated. Appraisers completed 478 field reviews and 48 permits. Electronic payments consisted of 12 by credit/debit, 24 by website, and 7 by phone. 176 citizens came in to pay at the counter. Enforced collection action consisted of 62 garnishments, 4 attachments, 29 debt setoff and 8 payment plans. 19 Deeds were certified. Staff worked 3 plat reviews, 1 pre-permits, 2 data requests, 6 bankruptcy payments/issues, 43 VTS issues, 21 prepaids, 5 discoveries, 9 releases, and 2 refunds. 292 pieces of mail were received and processed. We have started working September Motor Vehicle renewals and completed listing for 2014. Data migration to the new software is still in progress and should be up and going soon.



## Senior Center

The Senior Center hosted a Medicare 101 and Extra Help/Low Income Subsidy program on Tuesday evening. Catherine Palmer, Western Regional Manager for Seniors' Health Insurance Information Program (SHIIP), presented this program and answered questions. The seniors enjoyed a game of "Use It or Lose It" on Thursday to help improve memory skills. The Center also started a fun new Square Dance class on Thursday evening. The Square Dance class will be on Thursdays at 6:00 during the month of June. Anyone 55 and older can participate. This week the Congregate Meal Program averaged 181 meals a day-this includes the three satellite meal sites. Staff are currently serving 80-85 clients on the Home Delivered Meal routes and are also providing 35 meals per day to the Adult Day Care.

## **Upcoming Event:**                      **AARP Smart Driver Class**

Date: Thursday, June 12

Time: 9:30-11:30 a.m. and 12:30-2:30 p.m.

Pre-registration is required. Please call the Senior Center at 287-6409 to register. The cost is \$15.00 for AARP members and \$20.00 for non-members. The instructor is Mike Martin, State Coordinator for the Smart Driver class. All drivers, age 55 and older, who want to sharpen their driving skills, are encouraged to attend this AARP Smart Drivers class.

## Social Services

The Social Services Department's Director and staff attended several meetings and conference calls including a statewide DSS Director's call, the Smart Start Board Meeting, the Community Health Council, the Statewide Fiscal conference call, and the weekly NC FAST conference call. Medicaid Transportation staff were trained by Income Maintenance staff on the Northwoods Document Management System on Tuesday. Medicaid Transportation records will now be part of Northwoods, which will eliminate the need for paper files and allow easier access to records. DSS IT Analyst, Ann Moore, attended Northwoods Administrator Training Tuesday through Friday of this week. This training covers best practices of daily maintenance tasks, troubleshooting techniques, and methods to keep the system well maintained. Children and Adult Services and Fiscal staff have participated via webinar in Medicaid Administrative Claiming (MAC) training over the past two weeks. At Risk Case Management Services (ARCM) will sunset on June 30, 2014 and be replaced with MAC. This allows the agency to claim Medicaid reimbursement for certain service activities provided to clients with medical and mental health needs. Unlike ARCM, which had to be billed through NC TRACKS, MAC will be reimbursed through the regular reimbursement process. MAC will allow the agency to pull down more Medicaid funding for both adults and children. This will hopefully offset some of the cuts in federal funds, such as SSBG and TANF, that fund most of our social work services programs. DSS congratulates Daniel Pearce, Adult Medicaid Unit, upon his retirement on May 30.

### Soil and Water

The Soil and Water Department's Admin/Education Specialist attended the Closed Sessions Webinar at the County Annex and worked on grant reports and meeting notices. The Ag Cost Share Technician completed a Request for Payment and installation certification. The technician attended the Cooperative Extension Beef Temperament Workshop and met with producers to discuss programs.

### Solid Waste

The Solid Waste Landfill department served 386 customers, hauled 76 loads from convenience centers, shipped 33 loads to Lenoir and sent out 3 recycling trailers to Conover. The director has been busy with meeting this week including a telephone conference with the State to close out the recycling grant, solid waste projects meeting, signage review meeting with the Public Information Clerk and a meeting with an private hauler. Also, Chairman Bill Eckler, Steve Nanney, Frank Chyz and myself attended the grand opening of Republic's recycling facility that opened in Conover. This facility is where the County sends all of its recyclables. Staff are still waiting on the textile recycling contract to be signed and executed. Hopefully the department will have bins installed within the next thirty days or so. All others employees continue to perform everyday job duties while continuing to enhance the convenient center sites.

The solid waste code enforcement officer report is as follows.

- Active cases 11
- Convenience center cases 2
- Pictures taken yes
- Letters sent 0
- Citations written 0
- Closed cases 3
- Community service workers 5
- Community service reports 1

Department heads please continue to promote recycling within your departments.

### Tourism Development Authority

The TDA was busy reading many guests at the Welcome Center, preparing new marketing materials, meeting with stakeholders, hiring a seasonal visitor greeter, and preparing for the new fiscal year.

### Transportation Services

**EMS** personnel responded to 150 emergency calls and 50 convalescent calls. Administrative staff is working with EMS Charts, as ESO Solutions is in the process of purchasing their company. This will require EMS to transition to new software before January 1, 2015 for all daily call reports.

**Transit:** Transit drove 9,947 miles, completed 1,043 local trips and 70 out of county trips, transported 279 unduplicated passengers and collected \$15,925 in revenue. The current marketing campaign is wrapping up for the fiscal year with the ordering and installation of new Bus Stop signs, rack cards have been reordered to hand out to passengers, and advertising will occur this month on the Community Communicator Board. Transit will be offering FREE transportation on Tuesday mornings to the Farmers Market for any citizen that is interested. Citizens just need to call 287-6142 to make an appointment.

## ANNOUNCEMENT



**Brenda Watson, Market Manager**  
172 Depot Street  
Forest City, NC 28043  
(828) 287-6080  
**Events Line**  
(828) 247-4430  
<http://rutherfordcountync.gov/farmersmarket>

### **Calling All Foodies, Cooks** *Farmers Market to Hold Pie Contest*

RUTHERFORD COUNTY, NC - As temperatures rise outside, the Farmers Market forecast for local kitchens calls for the same. Saturday, June 7, is the monthly Pie Contest. The theme for this month is Vegetable Quiche.

If you plan to enter the pie contest, guidelines are that each pie must use at least two cups of produce that has been grown in North Carolina, preferably in Rutherford County.

Entry forms and recipes must be submitted by Thursday, June 5 by mail, fax or e-mail to Tracy Davis at Cooperative Extension ([tracy.davis@ncsu.edu](mailto:tracy.davis@ncsu.edu)), 193 Callahan Koon Rd, Spindale, NC 28160).

Pies must arrive at the Farmers Market by 9:00 a.m. on Saturday, June 7 and judging will begin at 10:00 a.m. Recipes will be judged on taste, texture and appearance. The winning pie will be announced at the end of the judging. After the judging is completed, patrons and vendors at the Farmers Market will be allowed to taste the entries.



**Rutherford County**  
**TRANSIT**  
DrivingPossibilities.com



828.288.1830

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# BUS STOP

### *County Commissioners*

**William Eckler, Chairman**  
**Eddie Holland, Vice Chairman**  
**Greg Lovelace**

**Julius Owens**  
**Roger Richard**

**Carl Classen, County Manager**  
**Hazel S. Haynes, Clerk to the Board**  
**Richard Williams, County Attorney**



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